



Presentation to the SITAC Meeting

**September 24, 2014
Brynhild Haugland Room
State Capitol Building**



Agenda



Time	Topic	Presenter
3:00	Welcome / Opening Comments	Mike Ressler
3:05	Update on Cyber Insurance	Mike Ressler
3:10	ManTech Audit Results	Mark Shaw
3:45	Large IT Project Prioritization	Jeff Quast
	Dept. of Corrections - Workforce Software	Steve Bourgois
	Dept. of Corrections - DOCSTARS	Dave Huhncke
	Ranking Results	Jeff Quast
4:25	Open Discussion / Closing Comments	Mike Ressler



Mike Ressler CIO





Welcome / Opening Comments



Cyber Insurance

Coverage could pay for:

- Breach response & crisis management team
- Legal and forensic expenses
- Notification to those affected
- Cost of credit monitoring
- Cost to restore destroyed / altered data



Mark Shaw

ManTech Audit Results



Jeff Quast, Program Administrator

Enterprise Architecture





Large IT Project Prioritization

- ND Century Code (Chapter 54-59): Regarding the responsibilities of SITAC
 - To review major project proposals and rank those projects that receive the committee's affirmative recommendation

Large (Major) IT Projects are now \$500K+

- The results of the ranking are delivered to the Legislature for the 15-17 session
- There are only 2 large projects to be ranked



Steve Bourgois

Department of
Corrections &
Rehabilitation

Business Analyst

Time/Labor/Scheduling –
WorkForce Software



Project Overview

- DOCR is one of the largest ND state agencies, with over 900 full-time, temporary, and contract employees
- 24 hour per day, 365 days per year operations; high variability in scheduling, rotations, on-call, time requirements, and training requirements for posts
- Current method of tracking time/ labor/ attendance and scheduling: Excel spreadsheets, word processing documents, marker whiteboards, manual input by business office
- No clock-in/clock-out for employees; 'on-your-honor' system for tracking time



Project Overview

- Time tracking process is grossly inefficient, prone to error and over/under payment, and impractical with agency of this size
- Undue risk and threat to overall mission/ safety created with lack of scheduling solution
- DOCR proposes to implement the Time/ Labor/ Scheduling solution through State Contract #180: WorkForce Software
- Standardize on software with other large state agencies utilizing this state contract solution (DOT, DHS, ITD, OMB)



Project Benefit

- Increase overall operational efficiency
- Decrease error/inaccuracy in pay, time/labor submissions
- Control overtime costs through longer term scheduling
- Verify employee attendance and actual time worked
- Ensure proper staffing by shift and security need



Impact of delay

- Increasing overtime costs, continued high turnover
- Threat to security mission through inadequately staffed shifts
- Continued impact to staff time through inefficient manual processes
- Continued lack of any verification of staff time worked
- Continued increase in turnover due to scheduling/ overtime/ time-off staff frustrations



Summary

- Current business process is not practical nor sustainable with growth
- DOCR proposes to implement the Time/Labor/Scheduling solution available through State Contract #180– WorkForce Software
- Pre-analysis of DOCR operations have been verified as well within scope of software's capability
- Solution will integrate seamlessly with Peoplesoft (as is done with other ND state agencies using this product); Peoplesoft remains 'system of record'



Questions?
Thank you!



David Huhncke

Department of
Corrections and
Rehabilitation

Director, Information
Technology

DOCSTARS Migration to Elite

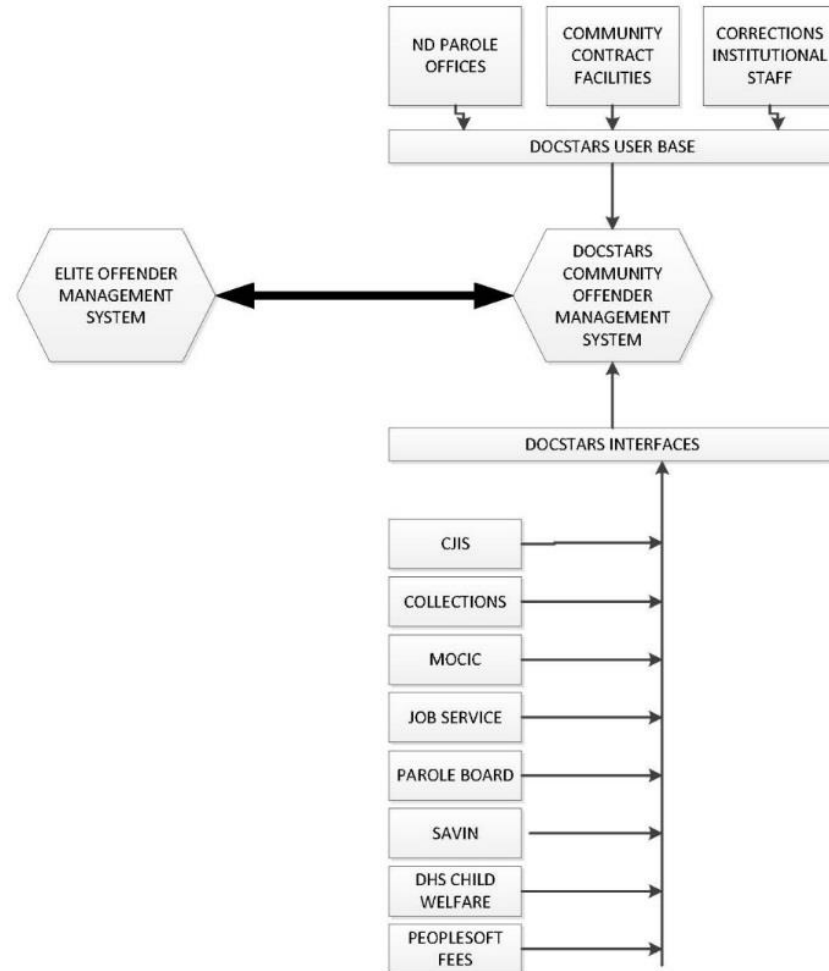


Project Overview

- DOCR maintains two offender databases -
 - iTag – Institutional Offender Database – 1990's.
 - Docstars – Community Offender Database – 1980's.
- iTag is being upgraded to Elite Fall 2014.
- Docstars can no longer be sustained its current state.
- DOCR wishes to utilize the community module in Elite to bring both offender management systems into one rather than rebuild Docstars.



DOCSTARS INTERFACES AND OPERATIONAL SCOPE





Project Benefit

- Fulfill recommendations for State Auditor's Office .
- Fulfill recommendations from DOCR Strategic Plan.
- Reduce duplicate data input.
- Provide single source database for users to access information, staff to maintain, and for data collection.
- Enhanced technology features of Elite -
 - Integrated word processing.
 - Enhanced case management functionality.

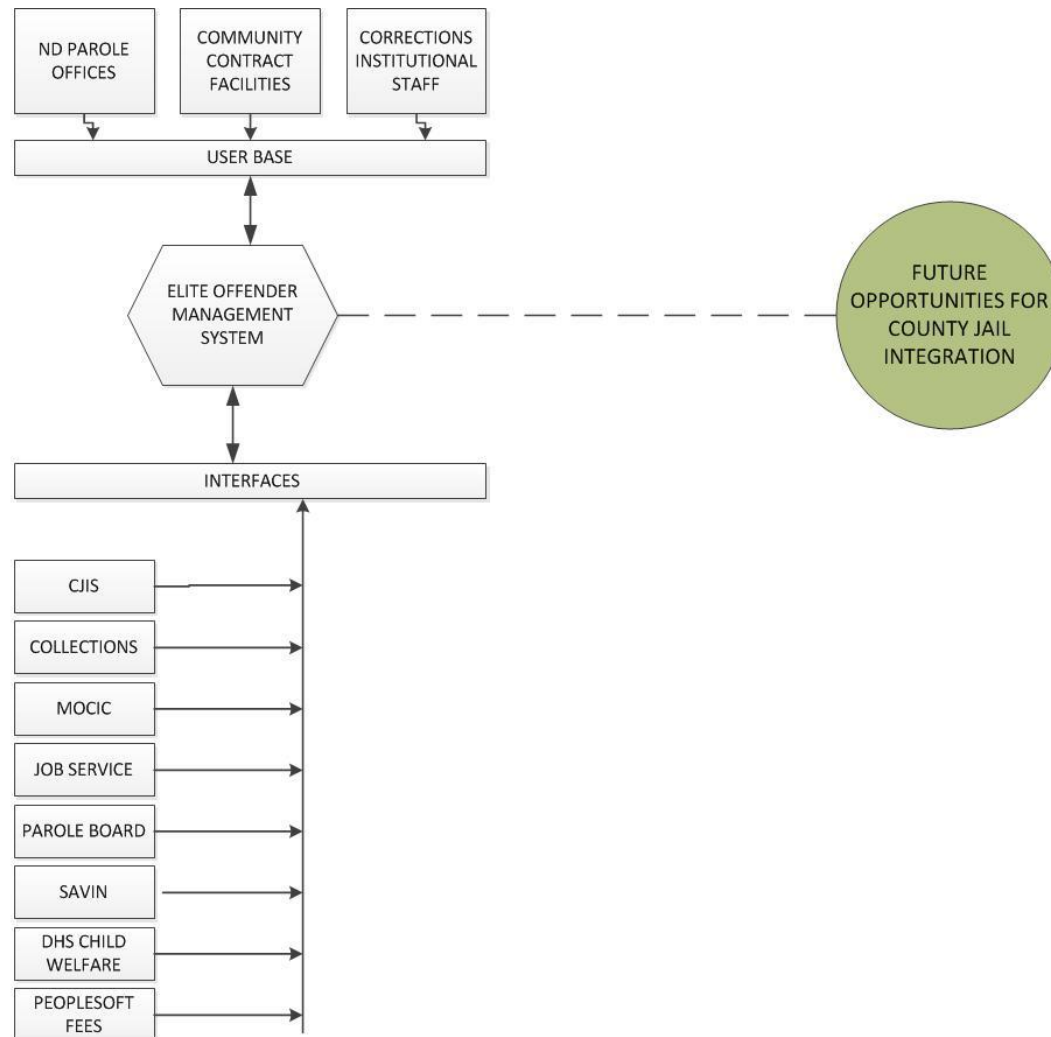


Project Benefit Continued

- Greater information sharing.
- Minimize data storage costs.
- Will not need to utilize resources to rebuild Docstars.
- Replacement of an outdated data system not supported by modern operating systems.
- Reduction in complexity of operations by not having a two offender management systems.



ELITE OPERATIONAL SCOPE





Projected Risks

- Docstars will need to be rebuilt soon.
- Stakeholder interfaces (CJIS, BCI, SAVIN).
- Human resource allocation -
 - Prioritizing participation in the project.
 - Time management for available HR resources.
 - Failure to give equal consideration to all users of the system in development, testing, and resource allocation.
 - HR change management (changing minds and attitudes)



Impact of delay

- Docstars will need to be replaced either with a rewrite or migration of Docstars data into Elite.
- Losing synergy from work up to this point.
- Department business practices changing while project is delayed.
- Continued inefficiencies -
 - Duplicate data entry.
 - Continued cost of maintaining two systems.



Summary

- DOCR requesting moving Docstars into Elite Community module.
- PRIM and budget completed and ready for project plan.
- Delays may have impact on department operations.



Questions?



Large IT Project Prioritization

Tabulation of results



Mike Ressler CIO





Open Discussion / Closing Comments



THANK YOU!!!